

The Pipeline

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Helton Appointed to Head Health Services Cabinet

Gov. Paul Patton announced the appointment of Jimmy D. Helton (right) as CHS secretary.



The appointment of Jimmy D. Helton as secretary of the Health Services Cabinet was announced Sept. 8 by Gov. Paul Patton. Helton brings 30 years experience in health care administration to his new post, which he will assume Oct. 1.

He comes to CHS from Health Care Management Consulting Services in Colorado, where he has provided advice and assistance to health care providers since 1992.

A native of Corbin, Ky., Helton is a 1959 graduate of Eastern Kentucky University. He also holds a master's in health care administration from the University of Arizona and completed The Wharton School's Managed Care Senior Executive Education Program.

He began his career in the health care industry in the United States Army, serving first as the Professional Services Administrator at Brooke Army Medical Center in Texas, and later as Executive Director of the Colorado-based Civilian Health and Medical Program of the Uniformed Services (CHAMPUS), a \$3 billion health insurance program that serves more than 7 million people worldwide. He retired from military service in 1989.

"As a uniformed military member, my family and I were also beneficiaries of the program which I ran," Helton said. "Being on both sides of the operation gave me a different perspective, which will allow me to better identify with the people I'll be serving. I intend to work to provide all Kentuckians with compassionate and dignified care."

Helton replaces John H. Morse, who resigned in August to serve as a Senior Fellow at the University of Louisville School of Medicine.

Joe Thompson to Head CHS Technology

By Gil Lawson, CHS Communications

Joe Thompson, who has more than 21 years of computer experience, has been named the Chief Information Officer for the Cabinet for Health Services.

Thompson most recently served as the Desktop Operations Manager for Norton Healthcare in Louisville, where he supported 8,000 computer users. Before that, he served with the Air Force in several technology positions. He retired as a major in January 1996.

His last military assignment was at Wright-Patterson Air Force Base in Dayton, Ohio, where he managed the largest computer network in the Air Force with 25,000 users.

His Air Force experience took him to locations around the country, including the Air Force War Gaming Center in Montgomery Ala., where he provided hardware and software for simulated war games.



Joe Thompson, CHS CIO

Thompson said he considers his philosophy for the use of technology as a "country store approach." He would like to see a one-stop shop for all technology regardless of the problem or requirement.

Thompson has a master's degree in Management Information Systems from Troy State University in Montgomery, Ala., and he received a bachelor's degree in computer science from Purdue University.

Thompson is a Louisville native who currently lives in Mount Washington with his wife Carol. They have a daughter, Melissa, who is a senior at Morehead State University.

Jackson, Kelly Awarded CFC Employees of the Month

By Margaret Davis Harney, CFC Communications

Kelly Jackson and **Linda Kelley** were selected as the Cabinet for Families and Children Employees of the Month for August.

Neither Jackson nor Kelley was available to receive their certificates when CFC Secretary Viola Miller made the announcement Sept. 1. They will be officially recognized at a ceremony during Employee Recognition Week, Sept. 20-24.

Jackson, an internal policy analyst with Community Based Services' family support division, "has many fine qualities that make her an excellent choice as Employee of the Month," Linda Fallis wrote in her nomination.

Jackson's job involves developing procedures for the implementation of policy for K-TAP, Kentucky's Temporary Assistance Program. She has also worked on the implementation of several special projects. She often voluntarily takes on additional work, Fallis said.

Fallis also described Jackson as a person who works well with others, and always has a smile on her face. "Her willingness to provide assistance to any who ask it of her is extremely helpful to her co-workers," Fallis said.

Jackson has more than 14 years with state government. She and her husband have two children, and are residents of Frankfort.

Linda Kelley, a secretary in the Division of Child Support, was selected to represent employees at First City Complex.

The only secretary for her section, Kelley completes assignments for the supervisor and nine other employees. She is also responsible for the section's time and attendance records and for answering the phones.

Kelley was nominated by Charlotte Riddle, who praised her knowledge of the job and for "a great sense of humor that keeps everyone going."

She has worked for state government nearly 22 years, 17 of which have been in child support. A resident of Shelbyville, Kelley graduated from Shelby County High School.

Kelley was chosen from among four nominees from First City Complex. The other three were Michael Phillips and Beverly Bell of Child Support, and Ron Sexton of Disability Determinations. There were two nominees from the Human Resources Building – Jackson and Terry Wilson of CFC's Office of Program Enhancement.

CFC selects two outstanding employees each month for special recognition – one from staff working in the Human Resources Building and one from staff at First City Complex.

Their peers, either co-workers or workers from another office or branch of CFC, nominate employees for the honor. A rotating panel selects the monthly winners from among nominations received by the 15th of the month. Nominations are not retained from one month to the next.

For more information, or to submit a nomination, contact Charlene Nation of the Employee Services Branch, CHR-5, phone 564-7770. She will also accept nominations by e-mail.



Central Office Notes and Activities

- **Follies Talent Showcase** – Sept. 16, 11 a.m., Health Services Building Auditorium– sponsored by CFC.
- The Red Cross **Bloodmobile** will return to the auditorium of the Health Services Building Sept. 27-28, 9 a.m.-1:30 p.m. Appointments will be scheduled by division recruiters. CHS employees can also schedule through Dora Kerns at (502)564-2772 ext. 126, and CFC employees can schedule through Charlene Nation at (502)564-7770. For more information, call or e-mail Kerns or Nation.
- **Network – Women in State Government** meets the fourth Wednesday of each month, 11:30 a.m., at Columbia Steak House, Frankfort. For more information, contact Barbara Pulliam, president, at (502)564-7863.
- The Women's **Health Conference**, sponsored by the University of Kentucky, will be held Oct. 4-5 in Lexington. Contact Janet Braun, (606)257-5037, for more information.
- The **Fibromyalgia Support Group** will meet the third Thursday of each month at **7 p.m. at Highland Christian Church**, Versailles Road in Frankfort. Anyone who is interested is invited to attend. For more information, call Linda Burke of Health Services at 564-7213.

Are You a Giraffe or a Jackal?

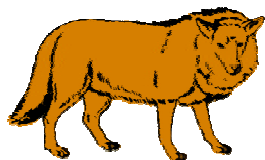
By Eva Smith-Carroll, CHS Communications

Jackals are mean-spirited people. At the risk of mixing metaphors, you can recognize a jackal by the road-kill he or she leaves along the highway of life. Giraffes are good people. They are cooperative and want to get along with others. Unfortunately, those good qualities make giraffes the natural prey for jackals.

In a perfect world, jackals would go into therapy. But the reality is, jackals don't want to change, so giraffes have to set up boundaries and learn to protect themselves.

"Mean-spirited People: Recognizing the Giraffe or the Jackal" was the subject of the Wakeup Wednesday session conducted Sept. 8 by Ed Klee of the Governmental Services Center.

Here are some basic facts about mean-spirited people.



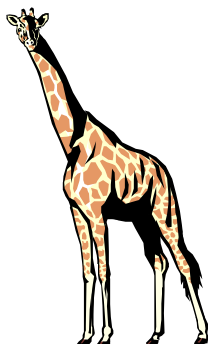
Jackals:

- ✓ Operate on a different set of values.
- ✓ Thrive on your weaknesses.
- ✓ Take no prisoners.
- ✓ Only respect boundaries.
- ✓ Push until there is a push back.

How do you avoid being jackal bait?

Giraffes must:

- ✓ Learn to say NO and not feel bad about it.
- ✓ Recognize that they can't change a jackal.
- ✓ Understand that jackals are successful in their hunt.
- ✓ Be cautious when in the jackal's lair.
- ✓ Maintain boundaries.



Some recommended books on the subject are "Coping with Difficult People" by Robert Bramson, "The Seven Habits of Highly Effective People" by Stephen Covey, "The Magic of Conflict" by Thomas Crum, and "Getting to Yes" by Roger Fisher and William Ury.

Wakeup Wednesdays are held on the second Wednesday of each month from 8:30 to 10 a.m. in the Health Services Auditorium. The sessions are sponsored by the Cabinet for Health Services' Office of Program Support. The next Wakeup Wednesday, *Setting and Reaching Effective Goals*, will be Oct. 13. For more information, contact James Driver in OPS at 564-2781.



Campaign To Promote Folic Acid, Reduce Birth Defects

In an effort to reduce birth defects, a statewide group kicked off a campaign on Sept. 7 to urge Kentucky women to take folic acid, a B vitamin.

Folic acid is effective in helping prevent neural tube defects - when the spine or skull fails to properly close. These defects, which include spina bifida, occur in an estimated 1 in every 500 births in Kentucky, about twice the national rate.

The Kentucky Folic Acid Partnership wants more women to know that by taking a multivitamin daily containing 400 micrograms of folic acid, they can reduce the chances of neural tube defects. The campaign includes:

- ✓ Information spread through the media to make women aware of folic acid
- ✓ Education of health care providers through state associations and conferences
- ✓ Community programs such as presentations at health fairs, schools and businesses

"We know that the rate of neural tube defects can be reduced by as much as 70 percent if more women took folic acid," said Dr. Steve Davis, director of the state Division of Adult and Child Health and chairman of the partnership.

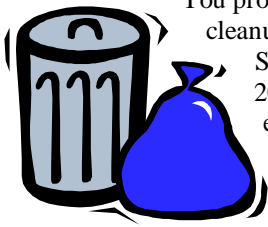
Davis and other health experts say it's important for women to take the recommended amount of folic acid before they get pregnant and during their pregnancy.

A report issued earlier this year from the Centers for Disease Control and Prevention showed that most women of childbearing age still did not know the role of folic acid in preventing neural tube defects. CDC began an educational campaign in May that includes public service announcements.

The Kentucky kickoff took place just before the opening of the 1999 Maternal and Child Health Conference, sponsored by the Department for Public Health and the Kentucky Medical Association.

For more information, including a fact sheet on folic acid, see the complete press release at http://cfc-chs.chr.state.ky.us/media_releases/media.htm.

How to Get Ready for Building Cleanup



You probably know by now that a major cleanup of the Human Resources and Health Services Buildings is scheduled for Sept. 20-24. It isn't too early to prepare for the event now, or even go ahead and start eliminating some trash. If you aren't using it, take this opportunity to throw it away or surplus it.

Anything that is **junk**, not an inventoried item with a tag, can be picked up by the regular cleaning crew now. Just attach a sheet of paper that says "Trash."

If you have **surplus furniture or equipment**, there will be movers on hand during cleanup week to help you place it into surplus. You do need to complete paperwork, Form 217, and get it to your property officer.

Property officers are:

Health Services: Brenda Vincent, Program Support, 564-6631; Glenna Hager, Public Health, 564-6663; Gina Woods, Medicaid; Roger Smiley, OIG, 564-2888; Bobbi Morris, Aging, 564-6930.

CFC: Steve Skelton, Bill Gammon, and Les Hudson, 564-7736.

Workforce Development (second floor): Sheila Jesse and Brad Noel, 564-7095.

Records will be picked up for archives as part of the cleanup. For assistance, contact your records officer.

Records officers are:

CHS: Butch Roberts, 564-6631.

CFC: Richard Manley, 564-7530, ext. 3245.

Workforce Development (second floor): Joan Litterell, 564-7095.

More advice:

Appoint one person in your work unit to be responsible for collecting surplus and getting paperwork done, and **set aside an area** where your surplus or junk can be held for pickup. John Mynhier will coordinate pickups during the week of Sept. 20-24. Call him at 564-2640 and know where you are collecting your items.

Remove boxes or other large items stacked on top of tall cabinets or shelves. They may be in violation of fire codes. A minimum of 18" clearance from tall items to the bottom of the sprinkler head is required for sprinklers to work properly.

Designate a day or days for employees in your work area to **wear casual clothes** suitable for cleaning.

Extra dumpsters will be available for trash. Remember that recycling bins are *not* for trash.

Cleaning supplies and rags will be provided during cleanup week. Also, help will be available to clean off the tops of cabinets after items have been removed, and to vacuum areas where junk or surplus has been sitting.

Cleanup week is not only a way to make our work environment more attractive. Eliminating clutter is also an important part of increasing building safety and security. It is important for everyone to participate.

You may have noticed the building directory "black boxes" by each elevator have been removed and the area repainted. The information in those boxes only confused our bewildered visitors. A "sign committee" is working on a plan to help all of us get where we need to go more easily in this building.

If you want to get a preview, you can check out the sixth floor where signs direct you to all the Medicaid program areas. New signs will be appearing in the basement and all the other floors at each end of the escalators and over each program area.

Note: This major cleanup applies to the Human Resources and Health Services Buildings *only*.

Deferred Comp Expo September Schedule



Deferred Compensation's Investment Education Expo schedule for September is:

Hopkinsville – Sept. 14, Holiday Inn, 2910 Fort Campbell Blvd., Bluegrass room

Bowling Green – Sept. 15, University Plaza Hotel, 1021 Wilkinson Trace, Salons A and B

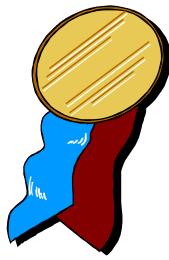
Elizabethtown – Sept. 16, Hardin Memorial Hospital, 913 N. Dixie Ave, 5th floor conference room A

Frankfort – Sept. 23, Health Services Building Auditorium – for employees in the Human Resources Complex and Public Health Building

Sessions will be held at 10 a.m. and 2 p.m. at each location.

For more information, call 1-800-542-2667, or see page two of the July 30 issue of Pipeline at <http://cfc-chs.chr.state.ky.us/pipeline/1999/0730/pipeline.doc>.

CFC Employee Recognition Week Begins Sept. 20



The Cabinet for Families and Children is setting aside the week of Sept. 20-24 as Employee Recognition Week. Activities in honor of employees are planned throughout the week, including a special gathering of all Employees of the Month selected during the past year.

The week will be celebrated not only in the Human Resources Building, but in CFC's outer offices in Frankfort – First City, KAMES, and Elkhorn Court. One of the week's highlights will be a Wall of Fame in each building, where photographs of honored employees will be posted. Managers are asked to nominate employees for the Wall of Fame, or the entire work unit may be honored.

Winners of Employee Suggestion Awards and Educational Achievement Awards will also be recognized, and all Employees of the Month selected during the past year will be recognized at a reception Sept. 22 at 10 a.m. in the cafeteria. State Representative Jimmy Lee will be guest speaker at the ceremony.

Individual units will also host luncheons, brunches or receptions in appreciation of employees.

All employees will receive a Spirit of Excellence button and ticket at the beginning of the week. Specially marked buttons may be presented for a free beverage, popcorn or other treat from the S&E Cafeteria on the first floor of the Human Resources Building.

Ticket holders will be eligible for prizes, including UK basketball tickets, a table runner, and free lunch or breakfast for a week in the cafeteria. A drawing for prizes will be held at 9 a.m. Sept. 24 in the cafeteria.

Managers will also distribute special treats to employees all week.

Pipeline, a weekly newsletter for employees of the Cabinets for Families and Children and Health Services, welcomes reader comments and contributions. Items for *Pipeline* are due by 4:30 p.m. Tuesday; items for intercom announcements are due by 4:30 p.m. Monday. Call (502) 564-6786 or send information to Patricia Boler at Patricia.Boler@mail.state.ky.us

Helpful Web Sites



Something new will be added to these *Helpful Web Sites* each week. Remember to “bookmark” the ones you will want to refer to often. If you’ve found a helpful site you would like to share in this column, e-mail it to <mailto:margaret.harney@mail.state.ky.us>

Health

(Thanks to Chris Burnham of CBS in Washington County for submitting the first two sites listed.)

<http://www.webmd.com> – Web MD

<http://www.onhealth.com/ch1/index.asp> – Links to a wide range of health information

<http://www.hcfa.gov/INIT/CHILDREN.HTM> – federal site on Children's Health Insurance Program

<http://www.drugfreeamerica.org/sources.html> – resources from Partnership for a Drug-Free America

Just for Fun

<http://www.state.ky.us/tour/99sept.htm> – September events in Kentucky

Miscellaneous

<http://www.state.ky.us/agencies/finance/depts/printing/printman.htm> – Division of Printing

News

<http://www.state.ky.us/agencies/gov/rlspage.htm> – news releases from the Governor's communications staff

http://cfc-chs.chr.state.ky.us/media_releases/media.htm: media releases from communications staff of CFC and CHS

Personnel/Benefits

<http://www.state.ky.us/agencies/personnel/pershome.htm> – a calendar of year 2000 health insurance benefit fairs to be held in September

Phone and Resource Directories

<http://www.state.ky.us/directory/dirindex.htm> - an updated phone directory for all state government employees

Children

<http://www.getnetwise.org/> - information on keeping children safe on the Net, plus links to educational and entertaining sites for children, teens and families